



**King County**  
**Department of Development**  
**and Environmental Services**  
**Land Use Services Division**  
900 Oakesdale Avenue Southwest  
Renton, Washington 98055-1219  
206-296-6600 TTY 206-296-7217

# Drop-Off Cover Sheet for LUSD ONLY

For alternate formats, call 206-296-6600.

## Drop-Off Cover Sheet for Land Use Services Division

\*\*\*\*\* IMPORTANT \*\*\*\*\*

**PROJECT NUMBER AND NAME IS NECESSARY  
FOR ALL DROP-OFFS**

Project No.: \_\_\_\_\_

Project Name: \_\_\_\_\_

FROM: \_\_\_\_\_

Company Name / Contact Person

Telephone No: \_\_\_\_\_

TO: \_\_\_\_\_

Date Received by LUSD

### ADDITIONAL INFORMATION REQUESTED BY KING COUNTY STAFF (please print)

#### Short Plat / Plats

Please specify item(s) dropped-off:

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#### Lot Line Adjustment Permit

Please specify item(s) dropped-off:

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#### Right of Way Permit

Please specify item(s) dropped-off:

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#### Clearing / Grading Permit – Additional information requested.

Please specify item(s) dropped-off:

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Other: \_\_\_\_\_

**PLEASE NOTE:** All drop-off item(s) will be logged into the computer under the project number, therefore, it is important that the top portion of this form is completed properly before you drop-off anything. Assistance in finding a project number can be provided by speaking to a Zoning/Land Use Technician. Your cooperation is important. Thank you.

**Check out the DDES Web site at [www.metrokc.gov/ddes](http://www.metrokc.gov/ddes)**